## Better Buildings Federal Award Application 2013

www.femp.energy.gov/femp/services/betterbuildings.html

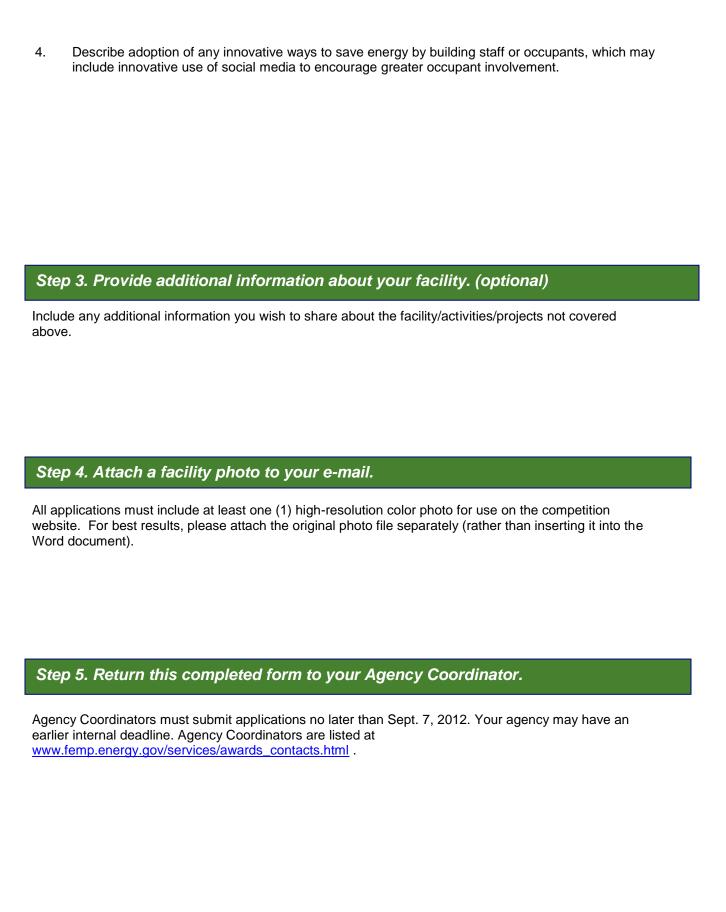
Submit by September 7, 2012

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## Step 2. Respond to the following questions about the facility.

Please provide adequate information for each question for FEMP to evaluate the nomination. Responses are not limited to the space provided.

1.	Describe steps taken to improve the nominated building's energy performance, in terms of improvements to the facility, design of the facility, equipment purchases and upgrades, or building management systems.
2.	List/describe best practices in energy management you have employed at the building.
3.	Describe any programs initiated at the building that encourage building occupants to become involved in
	improving building performance.



## Share your data from Portfolio Manager

To share your data from Portfolio Manager, follow these steps:

- 1. From your My Portfolio page, select the facility you would like to share.
- 2. On the facility page, find and select "Add User to share this facility."
- Find the Better Buildings Federal Award's Master Account, titled "Better Buildings Federal Award DOE\_FEMP"
- 4. For nominations, it is only necessary to provide Read Only access.
- 5. Save your selections to share the building.